



MINUTES

Service Committee of the Legislative Council

June 27, 2000

Fourth Meeting of the 1999-2000 Biennium

MEMBERS PRESENT

Senator Stewart Iverson, Jr., Chairperson
Representative Christopher Rants, Vice Chairperson

Senator Michael Gronstal

Representative John Connors
Representative Steven Sukup

MEETING IN BRIEF

.....

Organizational staffing provided
by: Diane Bolender, Director,
515-281-3566
dbolend@legis.state.ia.us

Minutes prepared by:
Ed Cook, Legal Counsel,
515-281-3994
ecook@legis.state.ia.us

- I. Procedural Business.
- II. Personnel Policies.
- III. Personnel Reports.
- IV. Citizens' Aide/Ombudsman Appointment.
- V. Redistricting Committee.
- VI. Deferred Compensation.

Service Committee of the Legislative Council

I. Procedural Business.

The Service Committee of the Legislative Council was called to order by Chairperson Senator Stewart Iverson, Jr. at 11:11 a.m., Tuesday, June 27, 2000, in the Reagan Conference Room, State Capitol, Des Moines, Iowa.

The Service Committee approved the minutes of the December 15, 1999, meeting of the Committee.

The Service Committee adjourned at 12:05 p.m.

II. Personnel Policies.

A. Background.

A special personnel committee of the Service Committee was formed during the 1999 Interim and issued a report to the Service Committee at the December 15, 1999, meeting of the Service Committee for its consideration. The report proposed management flexibility relating to differential starting salaries and salary increases for legislative staff employees on a one-year trial basis. The report also proposed for the future decoupling the determination of pay and benefits for legislative employees from the system used for executive branch employees. The Service Committee deferred action on the main substance of the report at its December meeting.

B. Committee Discussion.

Vice Chairperson Rants queried the directors of the Legislative Service Bureau and the Legislative Fiscal Bureau about whether they had met with representatives from the Department of Personnel during the legislative session concerning the matters included in the report. The directors indicated that the Department of Personnel is willing to work with the Legislature in establishing a new pay and benefits system but that no follow-up discussions with the department have been held. Senator Gronstal indicated that the Service Committee and the Legislative Council should give the authority to the legislative staff agency directors to develop a revised pay and benefits plan similar to that proposed in the special report, if a particular director so chooses, and not to delay granting this authority pending further discussions with the Department of Personnel. Representative Connors indicated that employee input about the changes proposed in the personnel report should be solicited before implementing any changes. No action was taken.

Vice Chairperson Rants asked about establishing a central staff agency director performance review process. Diane Bolender indicated that she would welcome the review and that there previously had been a review of each of the nonpartisan staff agency directors every December. Both Vice Chairperson Rants and Representative Sukup indicated that they would support more evaluation of each staff agency and that it would be useful to establish goals and employ other methods to measure the effectiveness of each staff agency.

C. Committee Action.

Upon motion and voice vote, the Service Committee agreed to defer action on the recommendations in the special personnel report, to urge the directors to continue discussions

Service Committee of the Legislative Council

with the Department of Personnel, and to conduct a performance evaluation with each director during December (later discussions suggested scheduling the evaluations in September or October).

III. Personnel Reports.

A. Legislative Fiscal Bureau.

The Service Committee received and filed the June 2000 and the annual personnel report from the Legislative Fiscal Bureau and recommended, upon motion and voice vote, that the following employees be promoted:

- Mr. Dave Kair, from Senior Computer Systems Analyst, grade 35, step 5, to Senior Legislative Analyst, grade 38, step 4, effective June 2000.
- Mr. Shawn Snyder, from Legislative Analyst, grade 27, step 3, to Legislative Analyst I, grade 29, step 2, effective July 2000.
- Mr. Ron Robinson, from Legislative Analyst I, grade 29, step 3, to Legislative Analyst II, grade 32, step 2, effective September 2000.
- Ms. Deb Anderson, from Legislative Analyst I, grade 29, step 3, to Legislative Analyst II, grade 32, step 2, effective September 2000.
- Ms. Deb Kozel, from Legislative Analyst I, grade 29, step 3, to Legislative Analyst II, grade 32, step 2, effective October 2000.
- Mr. Scott Miller, from Computer Systems Analyst II, grade 29, step 5, to Computer Systems Analyst III, grade 32, step 4, effective September 2000.

B. Legislative Service Bureau.

1. Promotions.

The Service Committee received and filed the June 2000 and the annual personnel report from the Legislative Service Bureau and recommended, upon motion and voice vote, that the following employees be promoted:

- Mr. Joe McEniry, from Legal Counsel, grade 30, step 3, to Legal Counsel 1, grade 32, step 2, effective July 2000.
- Mr. Roger Karns, from Publications Assistant, grade 21, step 3, to Assistant Editor 1, grade 24, step 1, effective June 2000.
- Ms. Betty Shea, from Indexer 1, grade 22, step 3, to Indexer 2, grade 25, step 1, effective June 2000.
- Ms. Cathie Young, from Assistant Editor 1, grade 24, step 6, to Assistant Editor 2, grade 27, step 4, effective June 2000.
- Ms. Diane Ackerman, from Assistant Editor 2, grade 27, step 3, to Assistant Editor 3, grade 30, step 2, effective June 2000.

2. Legislative Protocol Officer.

Pursuant to the requirements of 2000 Iowa Acts, House File 2442, the Legislative Service Bureau is directed to employ a Legislative Branch Protocol Officer. Based upon the statutory requirement, Diane Bolender, Director, Legislative Service Bureau, recommended that the position classification system for the Legislative Service Bureau

Service Committee of the Legislative Council

be amended to create, in lieu of the Legislative Information Officer Director position, the positions of Legislative Information Office Director/Legislative Branch Protocol Officer and Senior Legislative Information Office Director/Legislative Branch Protocol Officer, that pay grade 35 be assigned for the position of Senior Legislative Information Office Director/Legislative Branch Protocol Officer, and that Ms. Julie Livers be reclassified and promoted from Legislative Information Officer Director, grade 30, step 6, to Senior Legislative Information Office Director/Legislative Branch Protocol Officer, grade 35, step 3, effective June 2000. Senator Nancy Boettger, Chairperson of the International Relations Committee of the Legislative Council, addressed the Committee in support of naming Ms. Livers as the Legislative Branch Protocol Officer and expressed her desire that the salary level be increased for the position and that additional support staff for the office be considered. Upon motion and voice vote, the Service Committee approved the recommendation from the Legislative Service Bureau and further recommended that the salary for the position be reevaluated by the Service Committee in December.

C. Legislative Computer Support Bureau.

The Service Committee received and filed the June 2000 and the annual personnel report from the Legislative Computer Support Bureau and recommended, upon motion and voice vote, the following:

- Mr. Stephen Nelson be promoted from Computer Operator II, grade 24, step 6, to Computer Systems Analyst I, grade 27, step 5, effective June 2000.
- Mr. Jason Koth be hired as Computer Systems Engineer I, grade 29, step 2, effective June 2000.

D. Office of Citizens' Aide/Ombudsman.

The Service Committee received and filed the June 2000 and the annual personnel report from the Office of Citizens' Aide/Ombudsman.

IV. Citizens' Aide/Ombudsman Appointment.

Pursuant to Iowa Code section 2C.3, the Service Committee recommended, upon motion and voice vote, that Mr. William P. Angrick II be recommended for reappointment to an additional four-year term as Citizens' Aide/Ombudsman, subject to approval and confirmation of a constitutional majority of the Senate and the House of Representatives during the 2001 Legislative Session.

V. Redistricting Committee.

The Service Committee received a report from the Redistricting Committee of the Legislative Council which met on June 26, 2000. Based upon the report, the Service Committee recommended, upon motion and voice vote, the following:

That the Legislative Service Bureau, in cooperation with the four caucus staffs, respond to the United States Bureau of the Census' solicitation of requests for receipt of Census 2000 Data and Geographic Products to be provided to the Iowa General Assembly, at no cost, pursuant to federal statute.

Service Committee of the Legislative Council

The approval of the negotiation and subsequent entering into of a contract between the Legislative Council and a vendor for Phase 3 of redistricting (the proposal and enactment of congressional and legislative redistricting plans), and that the Chairperson and Vice Chairperson of the Legislative Council, in consultation with the Minority Leaders, be authorized to approve the final contract, after continuing consultation with the members of the Redistricting Committee.

The hiring of one additional redistricting staff person for the Legislative Service Bureau (LSB) for the 2000-2001 budget year (LSB budget modification), the hiring of a temporary drafter/staffer for the 2001 Legislative Session to replace Ed Cook, who has been reassigned to the redistricting project (no LSB budget modification contemplated), and the purchase of any additional hardware necessary for the Iowa General Assembly to complete redistricting (joint expense authorization).

VI. Deferred Compensation.

The Service Committee recommended, upon motion and voice vote, that the legislative branch offer a deferred compensation employer match for legislative employees in the same amount (a maximum employer match of \$25 per month, matched \$1 by the employer for each \$2 contribution by the employee) as is offered executive branch employees for Fiscal Year 2000-2001, beginning April 2001.

3358LC